



**TOWN OF WILTON
PLANNING BOARD MEETING
DRAFT MINUTES**

DATE: August 17, 2016
TIME: 7:30 PM
PLACE: Wilton Town Hall Courtroom

PRESENT: Wilton Planning Board Members: Matt Fish, Kermit Williams, Tracey Ewing, Neil Faiman, Alec MacMartin, Jill Longval, Bart Hunter, Sorrell Downing, Elizabeth Morison. Attendees: *I do not have this list*

Public Hearing

Matt Fish opened the Public Hearing at 7:35 PM.

A MOTION was made by Mr. Faiman and SECONDED by Ms. Ewing to appoint Matt Fish as acting Chairperson for the Public Hearing August 17, 2016.

Voting: 4 ayes. Motion carried.

Mr. Hunter moved to the audience.

PB-SD03-0716 - Budro

An application by Claire Budro to subdivide the existing 22 acre parcel on Davisville Road (C-45) into 2 lots: 1 eight acre lot and 1 fourteen acre lot for single family residences.

Ms. Tuomala is representing Ms. Budro.

NRPC Concerns as stated on the NRPC Review:

- Need a letter authorizing representation from the surveyor. **This was submitted although the new subdivision review application states this is not necessary.**
- The application form on page 1, item 3 mistakenly noted the application is for tax map # C-47. The correct lot # is C-45. This error is repeated on plan sheets 1 and 2. New lot # C-47-2 must be corrected to read C-45-2. **This has been corrected.**
- Road agent driveway approval letter pending. **This has been received.**

- 1 • There appears to be a discrepancy in the lot sizes. The data in the NRPC GIS
2 shows that the parcel is approximately 2 acres smaller than what the applicant is
3 showing. – Staff is verifying. **Monadnock Survey has surveyed this and is**
4 **more accurate than a tax map for acreage.**
- 5 • Easement area boundaries for lot D-3 should be delineated on the plat. **This has**
6 **been covered in Note #3 on the plan.**

7
8 Mr. Williams asked for Impact Fees to be noted on the plan.

9 Mr. Williams will walk the bounds Sunday, August 21 at 3:00 PM with Ms. Tuomala.

10
11 *A MOTION was made by Mr. Faiman and SECONDED by Ms. Ewing to accept the*
12 *application PB-SD03-0716 – Budro.*

13 *Voting: 4 ayes. Motion carried.*
14

15 Mr Fish opened the discussion up to the public.

16
17 Mr. Wright asked to see where the two driveways would be located. Ms. Tuomala
18 pointed them out on the plan.

19
20 *A MOTION was made by Mr. Faiman and SECONDED by Mr. Williams to conditionally*
21 *approve the application PB-SD03-0716 – Budro. The conditions to be met are that the*
22 *Impact fees are noted on the plan and the bounds are to be walked.*

23 *Voting: 4 ayes. Motion carried.*
24

25 The mylars will be brought to the meeting September 7, 2016 to be signed. Ms. Longval
26 to determine fees.

27
28 Mr. Hunter moved back to the Planning Board table.

29
30 ***PB-SD04-0716- Egan***

31 ***An application by Hellyn Egan of 240 Gibbons Highway (Lot M-98) to subdivide two***
32 ***half acre lots from the 5.9 acre parcel along Robbins Road.***
33

34 Ms. Tuomala is representing Ms. Egan.

35
36 NRPC Concerns as stated on the NRPC Review:

- 37 • Need a letter authorizing representation from the surveyor. **This was submitted**
38 **although the new subdivision review application states this is not necessary.**
- 39 • Insufficient fees were submitted with the application. On the application form
40 page 3, item 12, B Subdivision application fee, item 5 should have read 3 lots x
41 \$200/lot = \$600. \$200 was entered on the total line. \$400 balance due. **These fees**
42 **have been paid.**
- 43 • The two new driveways on Robbins Rd will need driveway permits at time of
44 construction. The board may wish to seek the input of the road agent at this time.

1 **The letter from the DPW stating their approval is on file.**

2 During the conceptual meeting the Planning Board asked about Water and Sewer hook up
3 for the proposed lots. Ms. Tuomala submitted documentation stating both boards have
4 approved the proposed water and sewer connections and the location of these connections
5 will be determined at time of construction.

6
7 Mr. Williams asked that the Impact Fees be added to the plan.
8 Ms. Tuomala will walk the bounds with Mr. Fish. Date TBD.

9
10 *A MOTION was made by Mr. Fish and SECONDED by Ms. Ewing to accept the*
11 *application PB-SD04-0716 – Egan.*
12 *Voting: 4 ayes. Motion carried.*

13
14 Mr. Fish opened the discussion to the public.

15
16 Mr. Jean stated there is a culvert on the property. Ms. Tuomala stated noting can be built
17 where the culvert is located.

18
19 Mr. Jowders asked where the proposed driveways would be located. Ms. Tuomala
20 pointed them out on the plan.

21
22 *A MOTION was made by Mr. Fish and SECONDED Ms. Ewing to conditionally approve*
23 *the application PB-SD04-0716 – Egan. The conditions to be met are that the Impact fees*
24 *are noted on the plan and the bounds are to be walked.*
25 *Voting: 4 ayes. Motion carried.*

26
27 The mylars will be brought to the meeting September 7, 2016 to be signed. Ms. Longval
28 to determine fees.

29
30 ***PB-SP01-0716 - Neel***

31
32 ***An application by Jason Neel to change the use of 17 Main Street, Lot J-60 from an***
33 ***office to a church. The proposed hours of operation would be Sunday 8 AM to 12 PM,***
34 ***Sunday 5 PM to 8 PM and Wednesdays 6 PM to 8 PM. There is on street parking. The***
35 ***proposed use will be modified for handicapped accessibility according to the fire chief's***
36 ***recommendations.***

37
38 Ms. Downing stated that the Neel family needs more time to compile paperwork for
39 submission.

40
41 *A MOTION was made by Mr. Fish and SECONDED by Ms. Ewing to continue PB-SP01-*
42 *0716 – Neel to September 21, 2016.*
43 *Voting: 4 ayes. Motion carried.*

44
45 ***PB-EX01- Annual Inspection***

46

1 Ms. Tuomala presented the inspection. All concerns have been addressed.
2 *A MOTION was made by Mr. Fish and SECONDED by Ms. Ewing to approve the annual*
3 *inspection for PB EX01.*
4 *Voting: 4 ayes. Motion carried.*
5

6 ***PB – EX02 and PB- EX05 – Annual Inspection***
7

8 Ms. Tuomala presented the inspection. All concerns have been addressed – the vehicles
9 have been removed, the fence repaired, the brush removed. Ms. Tuomala suggested the
10 Quinns re-loam a section but Mr. Quinn stated that it recently started to grow.
11

12 *A MOTION was made by Mr. Fish and SECONDED by Ms. Ewing to approve the annual*
13 *inspection for PB EX02 and PB EX05.*
14 *Voting: 4 ayes. Motion carried.*
15
16

17 **Minutes 8-3-16**

18 Due to many board members not present this will be postponed to September 7, 2016.
19

20 **Other Business:**

21 • **Bart Hunter Nomination**

22 Due to many board members not present this will be postponed to September 7,
23 2016.
24

25 • **Secretary**

26 The board thanked Ms. Downing for her work with the Wilton Planning Board.
27 The board welcomed Ms. Morison as secretary to the Wilton Planning Board.
28

29 • **NRPC**

30 There will be a new circuit rider at the September 7, 2016 meeting. The board
31 thanked Ms. Longval for her work with the Wilton Planning Board.
32
33

34 *A MOTION was made by Mr. Faiman and SECONDED by Ms. Ewing to adjourn the*
35 *meeting.*

36 *Voting: 4 ayes. Motion carried.*
37

38 Mr. Kandt declared the meeting adjourned at 8:30 PM.
39

40 Respectfully Submitted,
41 Sorrell Downing
42 Secretary
43
44